

**BY-LAWS
For**

**Rocky Mountain Brassworks, Inc.
A British Brass Band**

Section I: Operation and Management of the Rocky Mountain Brassworks

The Board of Directors of the Rocky Mountain Brassworks shall manage all business, property, and affairs of this association.

Section II. Constitution of the Board of Directors

The Rocky Mountain Brassworks, Inc. shall be managed and operated by a Board of Directors which shall consist of an Executive Committee (President, Vice President, Secretary, and Treasurer), the band's Conductor and up to four (4) members at large. The Executive Committee shall be elected by a majority of the membership in attendance at the annual meeting. The Executive Committee shall appoint the four at large members. Terms for the President and Secretary shall be for two (2) years and begin on odd years. Terms for the Vice President and Treasurer shall be for two (2) years and begin on even years. At large members shall be appointed by the Executive Committee for three (3) year terms. The Conductor shall be appointed each year by the board.

Section II. Meetings

The annual meeting of the membership of the Rocky Mountain Brassworks shall be held at a scheduled rehearsal in January of each year for the purpose of filling vacancies in the Executive Committee and to conduct any other necessary business of the organization.

The Board of Directors shall meet regularly at the discretion of the President, with input from the board members and with due notice at a place designated by the President. All meetings will be open to all members of the Rocky Mountain Brassworks and the event of all meetings shall be published at least two weeks prior to their occurrence.

Special meetings of the Board of Directors shall be subject to call by the President or by a majority of the Board. Any special meeting may be held upon not less than seven (7) days notice in writing to each member of the Board at the member's address on file with the corporation, designating the time and place and summarizing the objectives of the meeting.

Section IV. Voting Privileges

All members of the Rocky Mountain Brassworks shall have one vote at the annual meeting of the organization.

Only the members of the Board of Directors shall be entitled to one vote at meetings of said board.

Section V. Board of Directors

The Board of Directors shall have the power to fill all vacancies in their number caused by death, resignation, removal or refusal to act for any cause.

Business may be conducted by a majority of Board members present.

The duties of the Board shall be as follows:

The President shall preside at all meetings of the Board having general supervision and direction of all meetings and business affairs and will advise all members of all meetings. He/she is authorized to sign and acknowledge, on behalf of the corporation, all instruments requiring the signature and/or acknowledgment of the corporation. The President, along with the Treasurer, may sign any check of more than five hundred (500) dollars. The President shall have the authority to appoint committees as necessary from the members of the board or the general membership.

The Vice President shall, in the absence of the President or on his inability to act, perform all the duties and exercise all the power and privileges of the President subject to the control of the Board. He/she shall handle all business that comes before the band, making arrangements for concerts, trips and purchase of equipment. The Vice President shall maintain a current inventory of all instruments owned by the corporation and arrange for their storage. The Vice President shall write, or cause to be written, all grants and requests for money from philanthropic agencies. The Vice President, along with the Treasurer, may sign any check of more than five hundred (500) dollars.

The Secretary shall keep and preserve the record books and papers of the corporation and keep correct minutes of the proceedings. He/she shall also maintain current lists of the Board of Directors and shall write letters of appreciation, recommendation, and interrogation pertinent to the affairs of the corporation as requested by the Board. It will also be the duty of the Secretary to produce and cause to be printed programs for the band. The Secretary shall maintain a current roster of all band members. The Secretary, along with the Treasurer, may sign any check of more than five hundred (500) dollars.

The treasurer shall be in charge of all money of the corporation; he/she shall receive and receipt for, in the name of the corporation, all money due and payable to the corporation and shall deposit the same in the corporate bank account. He/she shall pay, subject to the order of the Board, all bills, vouchers and accounts and shall sign all checks and drafts drawn in the name of the corporation or in it's behalf. He/she shall also keep a set of correct and accurate books of accounts. Any check over the amount of five hundred (500) dollars must have the signature of the Treasurer and one other member of the Executive Committee.

The Conductor shall be responsible for the planning and conducting of rehearsals and concerts of the band. He/she shall have the right to recruit new players both as permanent additions and temporary substitutes. It shall be his/her duty to submit reports to the Board regarding the progress of the band.

Section VI. Membership

Members shall strive to maintain the highest musical and performance standards. Members shall pay dues in a timely manner. Members shall notify the conductor prior to rehearsal if it is necessary to be absent (preferably one week in advance). On the occasion of any absence, it is the member's responsibility to have his/her folder at rehearsal.

Section VII. Amendments

The By-laws may be amended by a majority of the voting members at the annual meeting of all members of the organization. Written notice of intent to consider amendments to the by-laws and a summary of the proposed amendments shall be given to members at least one week prior to the meeting.